

Vacancy Announcement

Founded in 1956, DRC Danish Refugee Council is Denmark's largest, and a leading international NGO. We have continuously been ranked as one of the best NGOs in the world - and are one of the few with a specific expertise in forced displacement. In over 40 countries, we protect, advocate and build sustainable futures for refugees and other displacement-affected people and communities.

To support and strengthen the DRC programme in Myanmar, we are looking for highly motivated and capable candidates to fill the position of

Protection Assistant - GBV Response (1) Post

Duty Station	Sittwe (Field Based Offices), Rakhine State
Report to	Protection Team Leader - GBV

Overall purpose of the role:

The main responsibility of this position is to support in delivery of GBV response services and the implementation of women empowerment activities in Women and Girls Centers (WGC) and communities and build the capacities of Incentive workers (IWs).

The Protection Assistant - Gender based violence (GBV) works as part of DRC's team Sittwe under the direct supervision of the Protection Team Leader-GBV Response, guidance and support of Protection Project Manager-GBV. The role is based in **Sittwe Township** and shall conduct regular field visits to **Ohn Taw Gyi North, Ohn Taw Chay, Baw Du Pha-2 camps** as needed. The position holder requires weekly visits to the DRC office when security conditions allow it and in case requested from Protection Project Manager-GBV. The position holder will require working with women and girls that had been internally displaced in camps.

Responsibilities:

GBV Response Activity Implementation:

- Deliver case management and psychosocial support services to GBV survivors in line with minimum standards and guaranteeing the survivor centered approach.
- Conduct follow up visits with GBV survivors to monitor their recovery and achievement of their goals.
- Complete case documentation in a timely and comprehensive manner, requesting technical support from the supervisor as needed.
- Use IASC GBV case management tools, active listening skills and techniques to empower survivors through the provision of services.
- Participate in case management meetings with Protection Team Leader-GBV Response and Protection Officer-GBV Response on weekly.
- Ensure effective and safe referrals to services for all the GBV survivors.
- Weekly basic check with GBV Focal Points and Team Members for supervision both in person and remotely as needed.

Reporting And Information Management:

- Keep accurate records of daily activities, GBVIMS forms, and IASC case management forms according to GBV IMS Information Management Protocol and organizational protocol
- Discuss and share case management information with Protection Officer and Team Leader on a daily basis.

- Ensure safety and confidentiality of the collected information in accordance with DRC ISP and IASC GBVIMS ISP
- Produce weekly and monthly activity Report in the centers and report on Case worker and Women Group's facilitators needs and performance to Team Leaders
- Mentoring And Oversight of Field Based Case Workers
- Recruit and provide initial training to Field Based Focal Points – GBV Response to be deployed in the Sittwe Women and Girls Centers to Ohn Taw Gyi North, Ohn Taw Chay, Baw Du Pha-2.
- Supervise Field Based Focal Points – GBV Response and to ensure they comply with their duties and responsibilities.
- Conduct periodic capacity assessments and measure Field Based Case Workers ability to apply guiding principles in their work and establish a helping relationship that is conducive to the survivors' healing and empowerment.
- Mentor Focal Points – GBV Response to provide survivor centered care and communicate appropriately with women affected by violence.
- Report on Focal Points' (GBV Response) learning needs and performance to the Protection Officer-GBV Response.
- Ensure that Women Centers are fully equipped and staffed.

Coordination:

- Coordinate and collaborate with the prevention team to guarantee survivors benefit from the women center activities
- Collaborate with different stakeholders and other DRC departments (especially protection) to ensure safe referrals and survivor centered response
- Collaborate with other NGOs to ensure survivors receive access to support services a fruitful and smooth field level coordination
- Coordinate with other DRC departments to ensure the effective use of the logistical and financial resources.

Human Resources:

- Recruit, monitor, supervise and provide on going support to GBV focal points working in the Women and Girls Centres.
- Evaluate the performance of Focal Point (GBV Response) every 6 months together with Protection Team Leader-GBV Response.

Experience and technical competencies

- University (BA/BSc) degree in relevant field is an asset or equivalent professional qualification.
- 1-2 years' relevant experience working with a humanitarian or development organization, with excellent references.
- Demonstrated experience in working on women and girls' empowerment, human rights, gender equality or relevant experience
- Previous experience in working with communities, providing psychosocial support services, and facilitating capacity building initiatives
- Computer skills, including knowledge of Excel
- Prepared to work with both Rakhine and Rohingya communities.

- Excellent interpersonal and communication skills.
- Exhibit qualities of warmth, respect, genuineness, empathy, and acceptance with respect to GBV.
- Exhibit positive attitudes towards gender equality and improving wellbeing of women and girls.
- Sufficient knowledge of English and Myanmar languages, both written and verbal.
- Other local languages are considered as an asset.

All DRC roles require the post-holder to master DRC's core competencies:

- **Striving for excellence:** Focusing on reaching results while ensuring efficient processes.
- **Collaborating:** Involving relevant parties and encouraging feedback.
- **Taking the lead:** Taking ownership and initiative while aiming for innovation.
- **Communicating:** Listening and speaking effectively and honestly.
- **Demonstrating integrity:** Upholding and promoting the highest standards of ethical and professional conduct in relation to DRC's values and Code of Conduct, including safeguarding against sexual exploitation, abuse and harassment.

Conditions

Contract: DRC will offer the successful applicant a DRC's Regular contract including 3-month probation. Renewable depends on both funding and performance. Salary and conditions will be in accordance with DRC's Terms of Employment. Employment Band I-non management. **This position requires the candidate who can work in Sittwe Camp based.**

Application and CV

Interested? Please send your application, in English, no later than **24th April 2025**. CV only applications will not be considered.

Applications can be submitted to:

- mmr-recruitment-rakhine@drc.ngo
- DRC Sittwe Office: Block No.42, Land No.43B, 45B, North San Pya Ward, Pyi Thaw Thar Quarter, Sittwe, Rakhine.

(Applications will be reviewed on a rolling basis, and shortlisted candidates may be contacted for interview/an offer made before the advertised closing date)